



ST. FAITH'S AND AYLSHAM  
RURAL DISTRICT COUNCIL

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THE  
ANNUAL REPORTS  
OF THE  
MEDICAL OFFICER OF HEALTH,  
THE  
CHIEF PUBLIC HEALTH INSPECTOR,  
THE  
ENGINEER AND SURVEYOR,  
AND THE  
HOUSING OFFICER

•

1970



ST. FAITH'S AND AYLSHAM RURAL DISTRICT COUNCIL

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ENGINEER AND SURVEYOR  
and the  
HOUSING OFFICER  
for  
1970

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ANNUAL REPORT OF MEDICAL OFFICER OF HEALTH PART 1

ANNUAL REPORT OF CHIEF PUBLIC HEALTH INSPECTOR PART 2

ANNUAL REPORT OF ENGINEER AND SURVEYOR PART 3

ANNUAL REPORT OF HOUSING OFFICER PART 4

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THE ANNUAL REPORT  
of the  
MEDICAL OFFICER OF HEALTH  
for the  
RURAL DISTRICT OF ST. FAITH'S AND AYLSHAM  
for the year ending 31st December, 1970.

Mr. Chairman, Ladies and Gentlemen,

I have the honour to present the Annual Report for 1970.

The year saw the continued implementation of the programme for the provision of mains drainage in the Area. There were occasional setbacks but the overall progress was satisfactory. Despite the strike of refuse collectors in some areas the service in St. Faiths and Aylsham was uninterrupted.

There is still much talk of pollution of the environment. During 1970 there was control of the use of certain chemicals in pesticides, investigation into the use of additives to animal feeding compounds, and the removal from the market of certain artificial sweetening agents. There is concern about the pollution of rivers - the water supply of many thousands of homes, the pollution of the atmosphere not only by chemicals from some industrial sites, but by noise; the noise of traffic on our congested roads and the noise of aircraft as more and more people must travel faster and farther, necessitating even bigger and higher powered aeroplanes.

In all possible fields the local authorities endeavour to protect man from the invidious effects of his own inventiveness and to ensure a safe environment in which to enjoy the leisure that the labour saving devices of a technological age provide. It is therefore sad that physically and psychologically man is becoming more and more dependent on artificial aids to relaxation: alcohol, tobacco, tranquilisers, sedatives. The strain and stress of modern living has induced so much tension that man poisons himself in order to benefit from his new-found freedom.

GENERAL STATISTICS

Area in acres	92,120
Estimated mid-1969 population	56,010
Estimated mid-1970 population	57,060
Rateable value 1970	£1,851,927
Estimated product of Penny Rate 1970	£7,560

The estimated mid-year population of 57,060 shows an increase of 1,050 over the mid-1969 figure. The natural increase (births-deaths) is 339. Hence 711 new residents came into the area. This is 365 less than in 1969.



VITAL STATISTICS

	<u>1970</u>	<u>1969</u>	<u>ENGLAND AND WALES</u>
Live Births	1,022	985	784,482
Live Birth Rate per 1,000 population (adjusted)	17.7	17.4	16.0
Illegitimate live births per cent of total live births	5%	5%	8%
Still Births	5	19	
Total still and live births	1027	1004	794,823
Infant deaths (deaths under 1 year)	12	16	14,269
Infant Mortality Rates			
Total infant deaths per 1,000 live births	12	16	18
Legitimate infant deaths per 1,000 legitimate live births	11	15	17
Illegitimate infant deaths per 1,000 illegitimate live births	21	42	26
Neonatal mortality rate (deaths under 4 weeks per 1,000 live births)	10	12	12
Early Neonatal mortality rate (deaths under 1 week per 1,000 live births)	8	10	11
Perinatal mortality rate (still births) and deaths under 1 week per 1,000 total births)	13	29	23
Deaths all ages	683	601	575,208
Death rate (adjusted)	11.9	10.4	11.7

As will be seen from the table, there were 1,022 births of which 47 were illegitimate, that is 5% of the total births. This figure has remained approximately the same for the last five years and compares with 8% for England and Wales. The death of one illegitimate baby under the age of 1 week gives an illegitimate infant death rate of 21 per 1,000 illegitimate live births, again demonstrating how misleading small figures can be.

The perinatal mortality rate of 13 compared favourably with the national rate of 23. The first week of life can be a very critical period and only ever increasing improved antenatal care can ensure the new born infant has a firm grasp of the thread of life.

The death rate (adjusted) is slightly higher than 1969 but this is not significant.



CAUSES OF DEATH

	<u>Male</u>	<u>Female</u>	<u>Total</u>
Tuberculosis of respiratory system	1	-	1
Other tuberculosis	-	1	1
Other infective and parasitic diseases	2	-	2
Malignant neoplasm, oesophagus	3	2	5
Malignant neoplasm, stomach	7	5	12
Malignant neoplasm, intestine	18	8	26
Malignant neoplasm, lung, bronchus	30	6	36
Malignant neoplasm, breast	-	11	11
Malignant neoplasm, uterus	-	6	6
Malignant neoplasm, prostate	2	-	2
Leukaemia	3	4	7
Other malignant neoplasms	13	17	30
Diabetes mellitus	6	5	11
Other endocrine etc. diseases	1	-	1
Anaemias	-	2	2
Mental disorders	2	1	3
Meningitis	-	1	1
Multiple sclerosis	1	2	3
Other diseases of nervous system	4	1	5
Chronic rheumatic heart disease	3	3	6
Hypertensive disease	5	4	9
Ischaemic heart disease	95	79	174
Other forms of heart disease	18	23	41
Cerebrovascular disease	42	50	92
Other diseases of circulatory system	12	10	22
Influenza	4	6	10
Pneumonia	25	29	54
Bronchitis and emphysema	16	6	22
Asthma	-	1	1
Other diseases of respiratory system	1	2	3
Peptic ulcer	4	5	9
Intestinal obstruction and hernia	2	3	5
Other diseases of digestive system	3	3	6
Nephritis and nephrosis	1	3	4
Hyperplasia of prostate	1	-	1
Other diseases, genito-urinary system	-	3	3
Other complications of pregnancy, etc.	-	1	1
Diseases of skin, subcutaneous tissue	-	1	1
Diseases of musculo-skeletal system	3	5	8
Congenital anomalies	5	1	6
Birth injury, difficult labour, etc.	1	-	1
Other causes of perinatal mortality	2	2	4
Symptoms and ill defined conditions	-	4	4
Motor vehicle accidents	10	6	16
All other accidents	5	3	8
Suicide and self-inflicted injuries	2	1	3
All other external causes	2	1	3

There were 683 deaths giving a death rate of 11.9. As might be expected the age group of highest death rate is over 75 years. This group accounted for 33% of the total deaths. 1.72 of deaths (12 in number) occurred under 1 year. Of these, 10 occurred within the first four weeks of life. Breaking this down still further, of these 10 deaths, 8 occurred in the first week of life, four deaths were due to congenital abnormality and four to prematurity.

Between 1 year and 65 years there were 163 deaths, that is 23.86% of the total deaths. This would suggest that having survived the dangers of the first year of life one can expect to live to retire!

### Malignant Disease

There were 681 deaths of which 135 were due to cancer, that is 19.83%. Of these deaths, lung cancer was the commonest form of cancer and deaths from this disease (36) were 5% of the total deaths and 26.6% of the cancer deaths. Over the past five years approximately 5% of all deaths have been from lung cancer. Since the relationship between smoking and lung cancer is established, these are preventable deaths!

### Ischaemic Heart Disease

Here also the close relationship between smoking and coronary heart disease is established. In 1970 this condition accounted for 25.4% of all deaths and as is shown in the following table the disease is up to 5 times commoner in men than women in the working population, that is families may be left without a breadwinner because father literally 'smokes himself to death'. That is a very trite saying but one that is horribly true.

Age/Sex Incidence of Death Due to Cancer of Lung  
and Coronary Heart Disease

Disease		Age in Years				
		35-44	45-54	55-64	65-74	Over 75
Lung Cancer	Male	3	1	4	13	9
	Female	-	-	3	2	1
Coronary Heart Disease	Male	3	4	21	32	35
	Female	1	-	5	24	49

These two diseases therefore caused 30% of all deaths, deaths which are mostly preventable.



INFECTIOUS DISEASES

	<u>1970</u>	<u>1969</u>	<u>1968</u>
Scarlet Fever	5	7	14
Whooping Cough	2	3	20
Measles	438	54	429
Dysentery	6	19	33
Meningo-coccal infection	-	-	-
Food Poisoning	6	7	1
Ophthalmia Neonatorum	1	-	-
Puerperal Pyrexia	-	-	-
Poliomyelitis	-	-	1
Pneumonia	-	-	2
Jaundice	7	6	10
Acute Meningitis	1	-	4

Acute Meningitis

This case of acute meningitis was due to the organism *Haemophilus influenzae* and occurred in a young child. Meningitis due to this organism is commonest in infancy and rare over the age of 6 years. The organism unfortunately retains the name given to it when it was first isolated and then thought to cause influenza. The latter disease is, of course, now known to be a virus infection.

Measles

The first graph shows the incidence of measles from 1960 - 1970; the biennial character is shown and the gradual decrease in case incidence. It is to be expected since the introduction of vaccination against measles introduced in 1968 that case incidence will show a marked decline in the future.

The second graph shows the case incidence between 1960 and 1970 in the St. Faiths and Aylsham area.

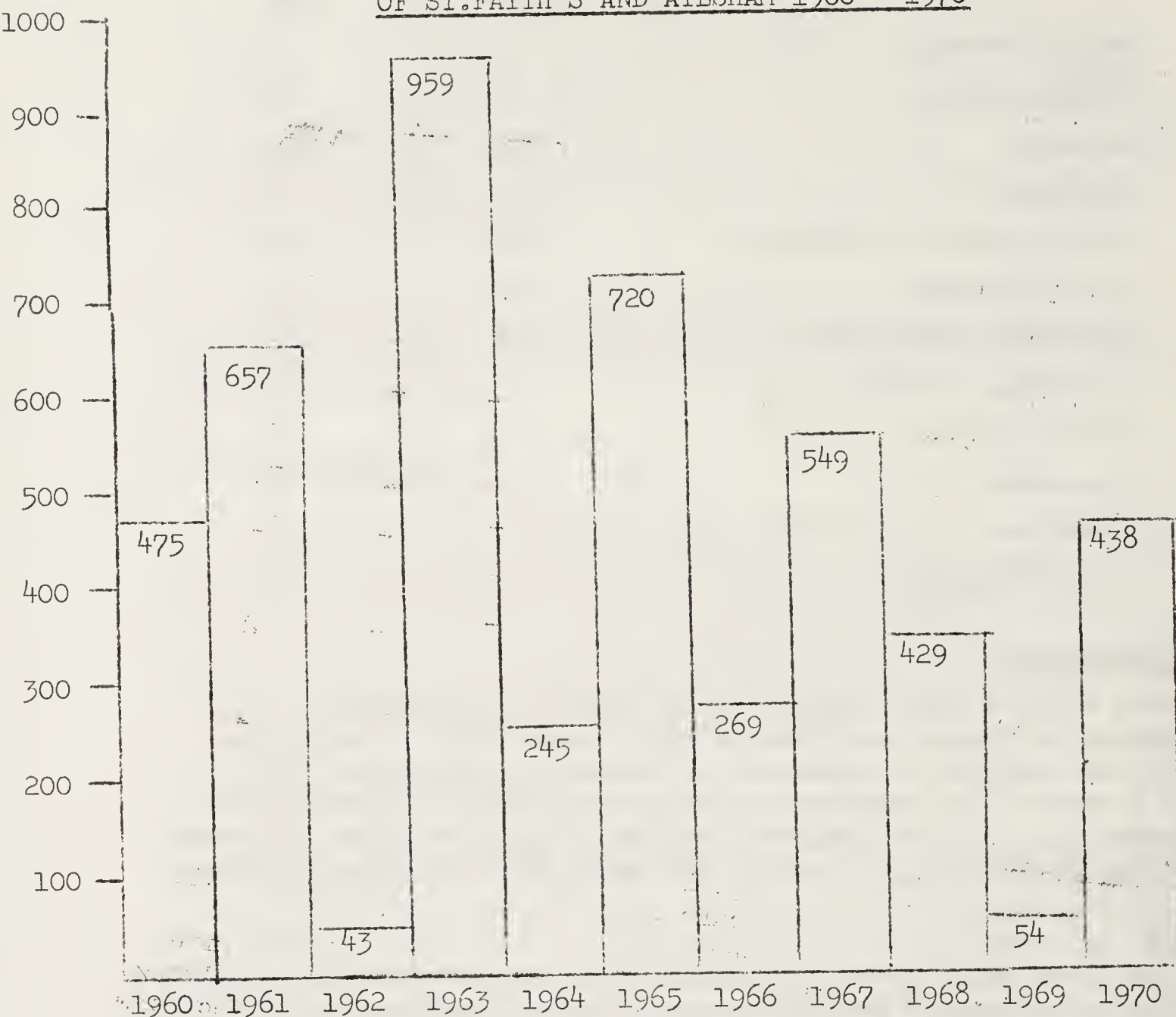
Tuberculosis

	<u>1970</u>			<u>1969</u>		
	<u>Male</u>	<u>Female</u>	<u>Total</u>	<u>Male</u>	<u>Female</u>	<u>Total</u>
Pulmonary	105	82	187	107	84	191
Non-pulmonary	17	32	49	17	33	50
Total	122	114	236	124	117	241

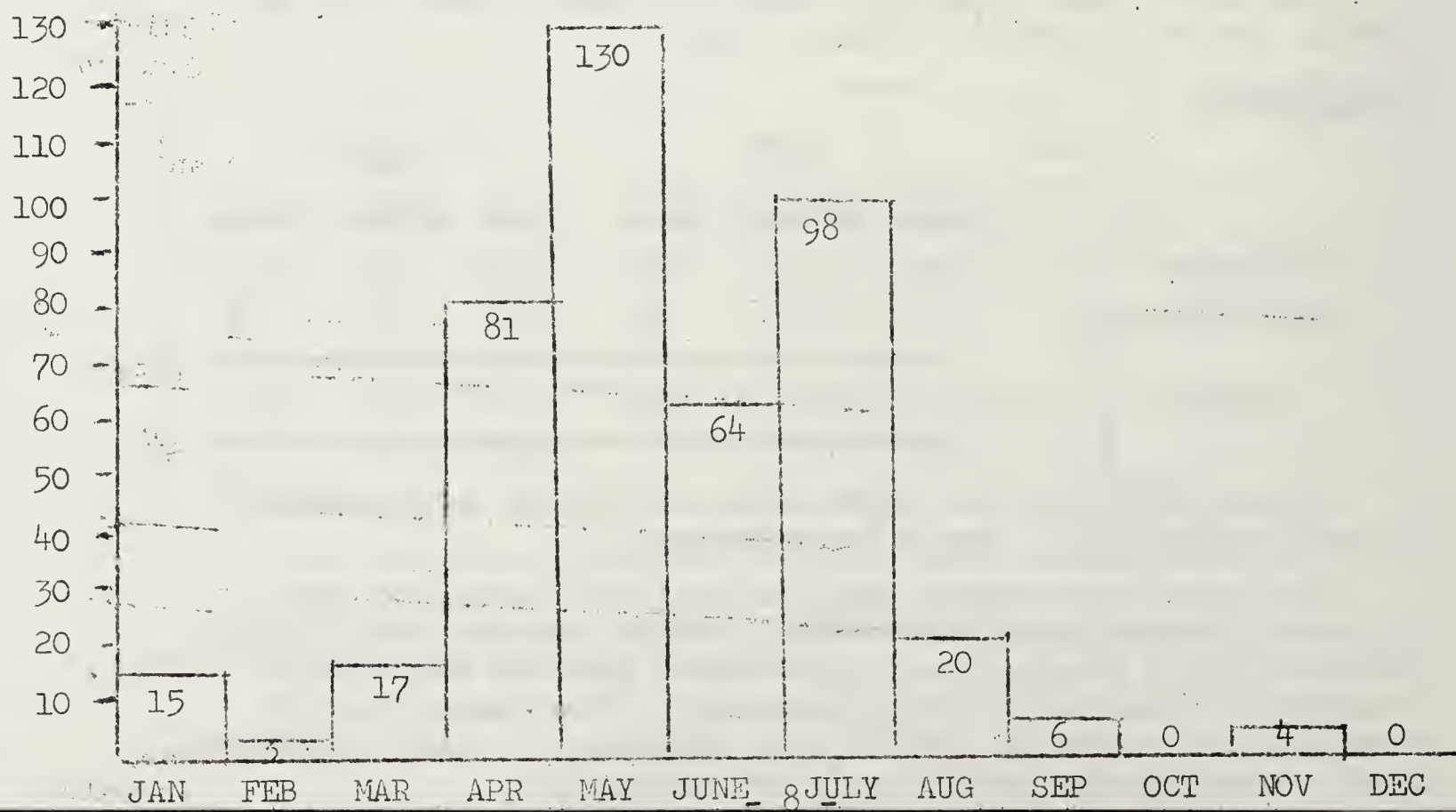
During 1970 three new cases were notified (1 male pulmonary, 1 female pulmonary, 1 female non-pulmonary).

Six cases were removed from the register during the year, of these 1 non-pulmonary recovered, 5 cases left the area (3 male pulmonary and 2 female pulmonary). There were two male inward transfers (1 pulmonary, 1 non-pulmonary). Four people died of tubercular infection in 1970 (1 male pulmonary, 1 female pulmonary, 1 male non-pulmonary and 1 female non-pulmonary).

INCIDENCE OF MEASLES IN THE RURAL DISTRICT  
OF ST. FAITH'S AND AYLHAM 1960 - 1970



INCIDENCE OF MEASLES IN THE RURAL DISTRICT  
OF ST. FAITH'S & AYLHAM in 1970



Services Provided by Norfolk County Council

Immunisation and Vaccination against whooping cough, diphtheria, tetanus, poliomyelitis, smallpox and tuberculosis is provided by Norfolk County Council in Child Health Clinics and the School Health Service.

A primary course of immunisation against whooping cough, diphtheria and tetanus is given during the first year of life, smallpox vaccination and immunisation against measles is recommended in the second year of life. On school entry a "booster" dose of diphtheria/tetanus antigen and poliomyelitis oral vaccine is given. A further dose of tetanus toxoid and poliomyelitis vaccine is given in the penultimate term of school attendance.

The following tables show the work carried out in the preventive field by General Practitioners and Departmental Medical Officers in St. Faith's and Aylsham Rural District.

General Practitioners

Type of Vaccine	Course	Year of birth						Total
		1970	1969	1968	1967	1963-1966	Others Under 16	
Diphtheria/ Tetanus & Whooping cough	Primary	96	494	115	22	2	-	729
	Reinforcing	-	2	115	37	96	-	250
Diphtheria/ Tetanus	Primary	-	-	-	-	-	1	1
	Reinforcing	-	-	13	32	369	223	637
Tetanus	Primary	-	2	2	2	2	43	51
	Reinforcing	-	-	1	-	68	178	247
Diphtheria	Primary	-	-	-	-	-	-	-
	Reinforcing	-	-	-	-	-	-	-
Measles	Primary	2	171	101	169	111	10	564
	Reinforcing	-	-	-	-	-	-	-



Pt. 1

D.C.M.O.

Type of Vaccine	Course	Year of Birth					Others under 16	Total
		1970	1969	1968	1967	1963-1966		
Diphtheria/ Tetanus & Whooping cough	Primary	-	76	5	1	-	-	82
	Reinforcing	-	-	7	6	5	-	18
Diphtheria/ Tetanus	Primary	-	1	1	-	8	-	10
	Reinforcing	-	1	-	2	464	6	473
Diphtheria	Primary	-	-	-	-	3	-	3
	Reinforcing	-	-	-	-	16	-	16
Tetanus	Primary	-	-	-	-	1	-	1
	Reinforcing	-	-	-	-	1	179	180
Measles	Primary	1	45	6	9	21	30	112
	Reinforcing	-	-	-	-	-	-	-

SMALLPOX - G.P.'s

Age when vaccinated	0 - 3 mths	3 - 6 mths	6 - 9 months	9 - 12 mths	1 yr.	2 - 4 years	5 - 16 years	Total
Primary vaccination	-	4	2	10	369	130	55	570
Re-vaccination	-	-	-	-	3	8	150	161
	-	4	2	10	372	138	205	731

D.C.M.O.

Primary vaccination	1	-	-	-	24	4	1	30
Re-vaccination	-	-	-	-	-	-	-	-
	1	-	-	-	24	4	1	30



Type of vaccine	Course	Year of birth					Others under 16	Total
		1970	1969	1968	1967	1963-1966		
Sabin (Oral vaccine)	Primary	89	467	116	24	2	32	730
	Reinforcing	-	-	96	55	497	207	855
D.C.M.O. Sabin (Oral vaccine)	Primary	-	75	5	-	21	-	101
	Reinforcing	-	1	6	5	427	208	647

Protection against tuberculosis is also offered to 13 year old children in the School Health Service. The work is done by the School Medical Officer in St. Faith's and Aylsham Rural District is shown in the following table.

#### B.C.G. Vaccination

Number of children eligible	476
Number of acceptances	435
Number of children heard tested	386
Number of tests read	380
Number of tests positive	25
Number of tests positive (prev. vacc.)	8
Tuberculin index	6.6%
Number vaccinated	345

#### Child Health Clinics

Details of the Child Health Clinics provided by Norfolk County Council are given below. At the clinics babies are examined by Medical Officers trained in Developmental Paediatrics so that the earliest deviation from normal development may be detected and referred to the general practitioner for treatment or further investigation. Immunisation against whooping cough, diphtheria and tetanus is given, also vaccination against smallpox and measles. Health Education talks are given and films are shown. Clinics are held at the following villages at the times stated:-

Aylsham	Ian Sears Clinic	First and Third Friday. Doctor in attendance
Cawston	Memorial Institute	First Tuesday each month.
Old Catton	Parish Hall	Second and last Wednesday each month. Doctor attends last Wednesday.
Drayton	Village Hall	First and third Monday each month. Doctor attends 3rd. Monday.
Felthorpe	Church Room	Second Tuesday each month.
Foulsham	Frost Hall	Last Wednesday.

Pt. 1

Hellesdon	Community Centre	Every Monday, Doctor attends 1st, 2nd and 4th Mondays
Horsford	Parish Hall	Second Thursday.
*Horsham St. Faiths	Mission Room	Last Thursday each month.
*Horstead	Church Room	Second Tuesday each month.
*Rackheath	Village Hall	Second Thursday each month.
*Reepham	Bircham Institute	Second Friday each month.
Salhouse	Village Hall	Last Wednesday each month.
Spixworth	Methodist Church Hall	First and third Thursday. Doctor attends 3rd Thursday.
Sprowston	Methodist Church Hall	Every Friday, Doctor attends 2nd and 4th Fridays.
Taverham	Village Hall	First Thursday and 3rd Wednesday. Doctor attends 3rd Wednesday.

The clinics are held from 2 p.m. to 4 p.m., the health visitor is in attendance. The clinics marked \* the Medical Officer visits occasionally; at the other clinics the Medical Officer attends as stated.

## HOUSING

### Council Dwellings

There were no new dwellings completed in 1970, nor were any in process of being built. This is very disturbing when one notes the waiting list proportions but I understand that the outlook is slightly better for future building.

### Improvements

Dwellings improved to discretionary grant standard	50
Dwellings in progress of improvement	0

### Private Development

During 1970 458 houses were completed by private enterprise and 671 were in course of construction.

In conclusion I would like to thank the staff of the Rural District Council for their kindness and co-operation, and the staff of the Health Office for their assistance in producing this report. I am grateful to the members of the Public Health Committee and to the Council for the interest taken in the work of the Department and for their continued support.

I have the honour to be  
Your Obedient Servant,  
Lydia McMurdo  
L.R.C.P., M.R.C.S., D.P.H.





T h e  
A N N U A L R E P O R T  
of the

CHIEF PUBLIC HEALTH INSPECTOR

(B.J.Palmer, H.A.P.H.I.,)

for the year ended 31st December, 1970.

Mr.Chairman, Ladies and Gentlemen,

I have pleasure in presenting the following Annual Report of the Public Health Department for the year 1970.

The vacant position for a District Public Health Inspector was filled early in the year by the appointment of Mr.D.Friend, and in August Mr.T.Robinson was appointed Student Public Health Inspector, a position within the department which had been vacant for several years. With the closure of the largest slaughterhouse in the district it was decided that one of your two Meat Inspectors, Mr.T.C.Pearce was surplus to requirements, fortunately, he was successful at that time in securing an appointment with a neighbouring authority.

The beginning of the year saw the transfer of the Council's staff to new accommodation and no department could have appreciated this move more than us, as our old offices were very badly heated. The new offices, with all departments together under one roof for the first time in over twenty years, has meant more efficient working, closer liason with other departments, and most important a more contented staff. At this time, the death occurred of Mr.Goose, your Clerk of the Council, and with his passing the department lost a wise counsellor and advisor.

I would like to express my sincere thanks to you Mr. Chairman, and members of the Public Health Committee, for your continued guidance and encouragement, and to Chief Officers of other Departments and their staff for their willing co-operation. My thanks also to all members of my department for their loyal work throughout the year.

I have the honour to be,  
Your Obedient Servant,

B.J.PALMER

Chief Public Health Inspector.

Part 2

PUBLIC HEALTH DEPARTMENT

S T A F F

Medical Officer of Health

LYDIA McMURDO, L.R.C.P., M.R.C.S., D.P.H.

Chief Public Health Inspector and Inspector under  
Petroleum Acts

B.J. PALMER, M.A.P.H.I.

Deputy Chief Public Health Inspector

D.R. PARR

District Public Health Inspectors

D. FRIEND, M.A.P.H.I. (from 1.4.70)

C.R. HOWES, M.A.P.H.I.

H.W. WATERS

Meat Inspector

J. WALKER, M.A.M.I.

T.C. PEARCE, M.A.M.I. (until 14.8.70)

Student Public Health Inspector

T. ROBINSON (from 3.8.70)

Clerical Staff

MRS. P. BARBER

MRS. A. WATTS



Inspections and Visits

The following summary gives an overall picture of the work of the Department. The major portion of your Inspectors time is, as last year, devoted to Housing, Improvement Grants, Poultry Inspection and general matters under the Public Health Acts.

SUMMARY OF INSPECTIONS AND VISITS MADE DURING THE YEAR

Inspections under the Public Health Acts	..	..	..	..	..	..	1287
Inspections under the Housing Acts	..	..	..	..	..	..	3809
Improvement Grant Visits - Work in Progress	..	..	..	..	..	..	2086
Improvement Grants - Final Visits	..	..	..	..	..	..	151
Improvement Grants - Survey Visits	..	..	..	..	..	..	568
Visits in connection with Keeping of Animals	..	..	..	..	..	..	30
Inspections of Moveable Dwellings	..	..	..	..	..	..	35
Visits to Infectious Disease Cases	..	..	..	..	..	..	100
Visits under Offices, Shops and Railway Premises Act	..	..	..	..	..	..	250
Visits in connection with Rats and Mice	..	..	..	..	..	..	46
Visits to Dairies	..	..	..	..	..	..	29
Inspection of Meat Shops	..	..	..	..	..	..	99
Visits in connection with Unsound Food	..	..	..	..	..	..	221
Inspections of Bakehouses (With Power)	..	..	..	..	..	..	6
Visits under Waste Food Order	..	..	..	..	..	..	8
Inspection of Provision Shops	..	..	..	..	..	..	170
Inspection of Fried Fish Shops	..	..	..	..	..	..	13
Inspections of Ice Cream Shops	..	..	..	..	..	..	100
Inspections of Restaurant Kitchens	..	..	..	..	..	..	52
Inspections of Factories (With Power)	..	..	..	..	..	..	382
Inspections of Factories (Without Power)	..	..	..	..	..	..	3
Visits under Scrap Metal Act	..	..	..	..	..	..	1
Visits in connection with Scavenging	..	..	..	..	..	..	809
Visits under Agricultural Safety and Welfare Act	..	..	..	..	..	..	15
Visits under Market Stalls and Delivery Vehicles Act	..	..	..	..	..	..	158
Visits under Litter Act	..	..	..	..	..	..	7
Inspections of Sewers	..	..	..	..	..	..	2
Visits to Place of Public Amusement	..	..	..	..	..	..	8
Visits for taking Samples of Water	..	..	..	..	..	..	145
Visits re Water Supplies	..	..	..	..	..	..	209
Inspections under Petroleum Acts	..	..	..	..	..	..	321
Other Visits, Interviewing Owners etc	..	..	..	..	..	..	729
Inspections under Food Hygiene Regulations	..	..	..	..	..	..	612
Visits under Clean Air Act	..	..	..	..	..	..	182
Visits under Noise Abatement Acts	..	..	..	..	..	..	103
Visits under Animal Boarding Establishment Act	..	..	..	..	..	..	17
Visits to Slaughterhouses	..	..	..	..	..	..	1295
Visits under Pet Animals Act	..	..	..	..	..	..	6
Visits to Poultry Establishments	..	..	..	..	..	..	347
Inspections of Public Houses	..	..	..	..	..	..	13
Visits to Outworkers Premises	..	..	..	..	..	..	4
Visits under Civic Amenities Act	..	..	..	..	..	..	35
Visits for taking Ice Cream Samples	..	..	..	..	..	..	10
Visits re Swimming Pool Samples	..	..	..	..	..	..	45

## Water Supplies

Samples continued to be regularly taken from food premises and from private wells in the district. All samples from the former were found to be satisfactory. In the case of private wells where samples proved to be unsatisfactory action taken was as follows:-

- (1) The connection to mains supply where available
- (2) Provision of bore supply,
- (3) Well cleaned out,
- (4) Well cleaned out and lined,

Under numbers 2 to 4 follow up samples were obtained and proved to be satisfactory.

## Public Cleansing

### Refuse

A weekly collection service operates throughout the district. The bulk of domestic refuse continues to increase as in previous years. For the average household the  $3\frac{1}{4}$ cu.ft. dustbin is now of necessity displacing the smaller  $2\frac{1}{4}$ cu.ft. Should the amount of disposable packaging continue to increase it will not be many years before two dustbins per property will become the rule. In addition 468 new houses were completed, which added to the amount to be collected.

The service which operates for the collection of bulky articles was busier than in previous years. 340 householders made use of the service plus other demands where removal of extra refuse was requested by Parish Councils. The Council's three refuse tips were kept open for use by members of the public and these facilities were well utilised. Apart from the extra collection service and facilities at the tips, rubbish was still dumped around the countryside, and it makes no wonder what an authority has to do to make these litter bugs, litter conscious. It is becoming obvious from the condition of footpaths in the 'Urban type' areas of the district that some provision will have to be made in future years to provide a regular footpath sweeping service.

The work of converting side loading lorries to rear loading compression vehicles was completed satisfactorily and I am very satisfied with their performance and their low maintenance costs.

The scheme commenced in 1969 for suspending the refuse collection service during the first two weeks in August, was continued in 1970. Improvements in the scheme were introduced, namely, having the bin liners prepacked together with ties in threes, and so enabling delivery to be carried out more efficiently. With the introduction of three liners it was hoped that the collectors would be able to collect on the third week only three full liners, but unfortunately this did not happen. It was found that three full liners, a full dustbin and extras at quite a number of houses were awaiting collection. Very few complaints were received, public co-operation was excellent, and your



workmen were able to enjoy two weeks holiday with very good weather. As in 1969 a skeleton staff was in attendance to carry out collections in the Broads area and other essential places.

The scheme for offering ratepayers 52 bin liners for £1 was continued during the year and 254 householders had taken advantage of the scheme. I regret that it was not possible due to financial considerations to adopt the bin liners method using polythene liners as agreed in principle by the Council. Our present method of collection i.e. 'the skip system' was the subject of many complaints and should be replaced as soon as possible.

### Refuse Disposal

Refuse is disposed of by controlled tipping at Buxton, Reepham and Gt. Witchingham and the former was almost filled by the end of the year. It became obvious during the year that the existing small Crawler Tractor could not cope with the quantity of refuse being received. It was sufficient to deal with the levelling of the incoming refuse, but not for digging out soil and covering this over the new refuse, consequently at times the tips were not in a very hygienic or presentable condition. To overcome this a four wheeled drive Volvo tractor was purchased near the end of the year and with its purchase I anticipate being able to report to you in future years that the tips are being run on recommended lines.

Buxton tip will be filled before the end of next March and with this in mind negotiations were commenced in February to secure the use of a disused gravel pit in the vicinity of Buxton. This was not proceeded with later in the year due to objections from local inhabitants and from the local R.A.F. station. However, the use of a nearby site was under discussion as the year ended. The time factor here does indicate how far-sighted one has to be in this question of refuse disposal, for although all householders produce refuse, no-one is keen to have tips or refuse plants within their vicinity.

In December a joint meeting was held with the neighbouring authorities of Norwich, Blofield & Flegg, Forchae & Henstead, and ourselves, with a view to joining forces and helping each other in the question of refuse disposal. The meeting reached agreement to investigate this possibility.

## Part 2

### Nightsoil

One team of two men employed for a full week at nights on this service which was progressively declining as in other years.

### Cesspool Emptying

The number of loads removed here was only slightly lower than in 1969 but it was becoming noticeable towards the end of the year that the peak demand on this service had passed. With the completion of the sewers in Drayton, Horsford and those to be completed early in the new year in the parishes of Taverham and Salhouse, after a period of emptying cesspools to facilitate sewer connections, the demands should from now on significantly diminish.

Delays prevalent during the year between placing an order, and the work being carried out, varied between 3 to 14 days and it is pleasing to record that all householders who placed orders just before the Christmas period had the work carried out before that break.

The Council agreed in December to revise charges for this service to come into operation on April 1st 1971. The old charges had been in operation since 1946 with slight amendment in 1951 and it was also agreed to reconsider these charges in 1974 with a view to providing a free service, except to those householders whose property can be connected to the sewers.

### Cesspool Emptying

Below are particulars of loads removed from Cesspools over the years 1961 to 1970:-

	loads		loads
1961.....	11,268	1966.....	10,901
1962.....	8,808	1967.....	11,346
1963.....	9,904	1968.....	10,707
1964.....	8,374	1969.....	11,185
1965.....	10,527	1970.....	11,124

Rodent Control

This service should have been operated with two full time Rodent Operators but unfortunately your senior operator, Mr.A.Hewitt became ill during the year and after a long illness passed away early in November. In his passing the Council lost a valued and experienced workman. A new operator Mr.Randall had been appointed before the end of the year. Owing to Mr.Hewitt's illness the figures for inspections and treatments are below those of last year as is to be expected.

New arrangements for payments were introduced for farms and business premises. The actual cost of the bait used was to be charged for and that for labour discontinued. It was hoped that by doing this more farmers would take advantage of the Council's service and so remove any possible reservoirs of rat infestations on farms.

The following details are taken from the Annual return for 1970 as submitted to the Ministry of Agriculture, Fisheries and Food.

	<u>Non-Agricultural</u>	<u>Agricultural</u>
1) Total No. of properties (including nearby premises) inspected following notification	1528	5
2) Number infested by (a)Rats	706	5
(b)Mice	144	-
3) (a) Total number of properties inspected for rats and/or mice for reasons other than notifications i.e.Survey	431	1
(b) Numbers infested by(i)Rats	56	1
(ii)Mice	15	-

OFFICES, SHOPS AND RAILWAY PREMISES ACT, 1963

339 premises were registered under this Act by the end of the year, 250 were fully inspected and a total of 24 informal notices were served. The principal items which were not being complied with were as follows:-

No Abstract of the Act	9
Inadequate Provision for Clothing	2
Inadequate Provision for drying outdoor clothes	2
Absence of Thermometers	7
Inadequate Washing Facilities	8
Inadequate Artificial Lighting	4
Inadequate Sanitary Accommodation	3
Inadequate ventilation	4
Inadequate Heating	1
Inadequate First Aid Equipment	7
Inadequate seating for employees	1
Obstruction of Staircase	1
Redecoration	5
Repairing Roof	1
Repairing Floor	1
Shelf racks insecure	1

The 24 informal notices which were served covered 16 different items.

By the end of the year only 7 of the 24 notices were outstanding.

Two accidents were notified. The first occurred in a grocers shop when an assistant severed the top left side of his thumb on an electric slicing machine. The second accident was in a Distribution Depot, when a cylinder fell from a truck onto an employee's foot and fractured his big left toe.

Both these accidents were investigated and verbal advice given but no legal action was taken.



The following table is an abstract of the Annual Report as submitted to the Ministry of Labour:-

<u>Class of Premises</u>	<u>Registrations and General Inspections</u>		
	Premises registered during the year	Total No. Registered	Registered Premises receiving general inspection
Offices	4	70	42
Retail Shops	7	217	168
Wholesale Shops, Warchouses	4	32	27
Catering Establishments open to the public, canteens	3	18	11
Fuel Storage Depots	1	2	2

Total number of employees covered by registration - 989.

Part 2

Noise Abatement Act 1960

A long standing complaint of noise from a factory in a residential area seems to have been solved by the installation of double glazing and a new ventilation system within the factory.

No new serious complaints were received during the year.

FACTORIES ACT 1961

	<u>No. on Register</u>	<u>Inspections</u>	<u>Written Notices</u>	<u>Occupiers Prosecuted</u>
<u>Premises</u>				
(i) Factories in which Sections 1,2,3,4 and 6 are to be enforced by Local Authorities	14	14	-	Nil
(ii) Factories not included in (i) in which section 7 is enforced by the Local Authority	263	379	12	Nil
(iii) Other premises in which Section 7 is enforced by the Local Authority (excluding Outworkers' premises)	30	30	-	Nil
	<u>307</u>	<u>423</u>	<u>12</u>	<u>Nil</u>

Cases in which defects were found:-

	<u>No. of Cases in which Defects were found</u>			
	<u>Found</u>	<u>Remedied</u>	<u>To H.M. Inspector</u>	<u>By H.M. Inspector</u>
Want of Cleanliness	2	2	-	Nil
No Abstract Act displayed	-	-	-	-

Sanitary Conveniences

(a) Insufficient	1	-	1	-
(b) Unsuitable or defective	10	7	1	-
(c) Not suitable for sexes	-	-	-	-

Outwork

<u>Nature of Work</u>	<u>No. of Outworkers in August List required by Section 133/134</u>	<u>No. of instances of work in unwholesome premises</u>
Wearing apparel making etc.	16	Nil

Slum Clearance

No outside inspections were made by the Slum Clearance Sub-Committee during the year.

Action taken was as follows:-

Number of houses in respect of which Closing Orders were made:	5
Number of houses in respect of which Demolition Orders were made:	20
Number of houses still under consideration at end of the year:	18
Number of houses vacated:	18
Number of houses demolished:	39
Number of houses closed:	5
Number of Demolition Orders rescinded after houses made fit:	5
Number of houses subject to Closing Orders still occupied at end of year:	12
Number of houses subject to Demolition Orders still occupied at end of year:	53

Summary of Action taken during the year

The 'Credit Squeeze' still had its effect on the Council's house building programme and no real concerted effort was made to push ahead with the slum clearance programme.

The survey of all pre-war property in the district, which was commenced in 1969, was continued during the year but unfortunately progress was not as rapid as expected owing to the heavy work demands on the departments resources. From the demolition aspect, it became apparent towards the end of the year, that with an increased grant available for the improvement of old houses the repair/modernisation of these houses would become the rule and demolition the exception.

One aspect in the housing field which became apparent was the 'side effects' of Conservation Areas. The area proposed for the Parish of Aylsham included houses which were already subject to demolition orders and opposition to securing their demolition was forthcoming from many quarters. Careful consideration by yourselves confirmed that the houses were not worth preserving as units for human habitation. This question was unresolved by the end of the year and had been further complicated by the fact that repair work was being carried out on two of the empty houses.

In view of this it would, in my opinion, be prudent for the actual condition of houses within any proposed Conservation Area to be considered together with their appearance. The visual aspect may be pleasing to outsiders but if they are to be retained as useful dwellings then the accommodation, facilities and immediate environment should be of primary importance:

## Part 2

Summary of action taken etc. during the last 10 years

	<u>1961</u>	<u>1962</u>	<u>1963</u>	<u>1964</u>	<u>1965</u>	<u>1966</u>	<u>1967</u>	<u>1968</u>	<u>1969</u>	<u>1970</u>	<u>TOTAL</u>
1. Number of houses inspected by Sub-Committee	44	36	58	6	nil	13	64	8	43	nil	272
2. Houses considered at Time and Place Meeting	39	59	61	14	4	27	72	37	49	31	393
3. Houses considered as suitable for Clearance Area	--	--	--	--	--	--	--	--	--	--	--
4. Demolition Orders made	28	50	49	16	nil	21	47	32	27	20	290
5. Closing Orders made	8	8	3	4	5	5	6	11	5	5	60
6. Undertaking to repair accepted	1	--	--	6	--	3	--	--	4	--	14
7. Undertaking not to relet accepted	2	--	5	2	--	1	--	--	5	2	17
8. Total number of houses on which decisions made	39	58	57	28	5	30	53	43	41	27	381
9. Houses vacated	60	76	33	35	24	21	28	43	41	18	379
10. Houses repaired as a result of an undertaking	4	17	--	3	1	1	3	--	3	--	32
11. Houses demolished after service of Demolition Orders	61	63	66	51	38	19	30	40	20	39	427
12. Unfit Houses demolished voluntarily	--	13	--	--	--	--	--	2	1	--	16
13. Demolition Orders rescinded	2	1	--	3	4	2	6	7	3	5	33
14. Houses closed	--	36	11	11	4	2	3	6	5	5	83
15. Total number of houses finally dealt with	67	130	77	68	47	24	42	55	32	49	591



IMPROVEMENT GRANTS

During the year the Council approved proposals for Improvement Grants in respect of 78 houses and the promised grants amounted to £53432.00. 6 applications were refused.

Work at 33 houses was completed during the year and the amount paid was £21,033.52<sup>1</sup>/<sub>2</sub>p.

Approval was given for Standard Grants in respect of 70 houses, the maximum amount of grants that could be paid was £14976.67. 1 application was refused as work was completed before approval was issued.

Work at 83 houses was completed, and the amount of grants paid was £18,170.22.

The number of Improvement Grants approved more than doubled compared with last year, from 37 to 78, and the number of Standard Grants decreased from 90 to 70. This trend was to be expected as the more generous terms for improvements granted under the Housing Act 1969 became more widely known. In my report for 1969 I mentioned that the repair/improvement of really old sub-standard rural properties with the aid of the new grant was becoming a realistic proposition and this trend did continue during the year,

During the survey of old properties in the District which has been previously mentioned and which was carried out in the more rural areas of the District your Inspectors handed out improvement leaflets, gave advice and information on the grants available. This salesmanship did promote interest as follow up applications proved and it is being continued with the survey. This work does absorb a great deal of your Inspectors time as does every improvement application, but it is rewarding work when one sees the resultant modernised house.

Part 2

Section III Inspection and Supervision of Food

Slaughterhouses and Meat Inspection

At the beginning of the year there were four licensed slaughterhouses in the district but in July the largest of these with the greatest output closed down and the result is shown in the following table of animals slaughtered etc.

	<u>1970</u>	<u>1969</u>	<u>1968</u>
Total of Carcases slaughtered	59,228	74,818	86,339
Number of carcasses inspected	59,228	74,818	86,339
Number of carcasses not inspected	---	---	---
Weight of meat condemned	44 tons	68 tons 14 cwt	75 tons 11 cwt
Number of overtime hours worked by the Inspectors	627 $\frac{1}{4}$ hours	886 $\frac{1}{2}$ hours	1,092 $\frac{1}{4}$ hours

15 licences were issued to Slaughtermen under the Slaughter of Animals Act 1958. This number is almost half that issued last year and was occasioned by not relicensing people who had left the industry and were never likely to return.



## Part 2

The following table gives particulars of carcasses inspected with those found to be affected with disease:-

	<u>Cattle</u>	<u>Cows</u>	<u>Calves</u>	<u>Sheep and Lambs</u>	<u>Pigs</u>	<u>Goats</u>
Number Killed ) Number Inspected)	4675	300	2000	3645	48,596	12
<u>All Diseases except Tuberculosis and Cysticerci</u>						
Whole carcasses condemned	6	10	64	18	351	--
Carcasses of which some part or organ was condemned	1268	149	29	97	5,366	--
Percentage of the number inspected affected with disease other than tuberculosis and cysticerci	27.25%	53%	4.65%	3.15%	11.76%	--
<u>Tuberculosis only</u>						
Whole carcasses condemned	--	--	--	--	84	--
Carcasses of which some part or organ was condemned	--	--	--	--	--	--
Percentage of the number inspected affected with tuberculosis	--	--	--	--	.17%	--
<u>Cysticerosis</u>						
Carcasses of which some part or organ was condemned	7	--	--	--	--	--
Carcasses submitted to treatment by refrigeration	7	--	--	--	--	--
Generalised and totally condemned	--	--	--	--	--	--
Percentage	.14%	--	--	--	--	--

Poultry Inspection

There were 7 poultry establishments, one fewer than last year. Two are large establishments breeding and rearing their own birds for slaughter.

Inspection is carried out as before and although it leaves much to be desired, it is the best that can be effected within the resources of the department. Even so, it would not be fair to leave unmentioned the actions of the owners/operators of these establishments who co-operate with your Inspectors, placing suspect birds to one side for later inspection and even having their own system of inspection which is operated with a high standard.

I am pleased to record that no complaints were received during the year in respect of any birds processed within the district.

1. Number of poultry processing premises within the District:- 7
2. Number of visits to these premises:- 346
3. Number of birds processed during the year:- 2,298,939
4. Number of birds inspected:- 46,695
5. Type of birds processed - Turkeys, Ducks, Hens, Broilers, Capons, Rabbits and Petit Poussins.
6. Number of birds condemned:-

<u>Turkeys</u>	<u>Hens</u>	<u>Broilers</u>	<u>Capons</u>	
11,127	102	13	54	Total - 11,296

Food and Drugs Act 1955

One complaint was received during the year relating to food purchased in shops within the district and this was as follows:-

Mouldy sausages.

In this case you decided that a severe warning be issued.

Food Hygiene Regulations 1960/1970

Three informal notices were served on occupiers of premises within the district and all were remedied by the end of the year. There were no serious contraventions relating to food premises and the good standard operating in previous years was maintained.

Food Hygiene (Market Stalls and Delivery Vehicles) Regulations 1966

The prosecution reported outstanding at the end of 1969 was taken early in the year. This concerned a dirty ice-cream van and the Court found the two defendants guilty, fining them £25 and £37 respectively plus 15 gns costs each. Following this case and the resultant publicity it was noticeable that conditions on these vans did improve and it is to be hoped that this will continue.

Four informal notices under these Regulations were served and all work required was completed by the end of the year.

## Part 2

### CONDEMNED FOOD

The following gives particulars of other food condemned at Shops and other premises during the year:-

Tins of Baby Food	..	..	..	..	..	..	..	..	..	..	..	..	13
Boxes of Cheese	..	..	..	..	..	..	..	..	..	..	..	..	2
Tins of Meat	..	..	..	..	..	..	..	..	..	..	..	..	219
Tins of Vegetables	..	..	..	..	..	..	..	..	..	..	..	..	610
Tins of Fruit	..	..	..	..	..	..	..	..	..	..	..	..	588
Tins of Milk	..	..	..	..	..	..	..	..	..	..	..	..	20
Tins of Soup	..	..	..	..	..	..	..	..	..	..	..	..	44
Tins of Fish	..	..	..	..	..	..	..	..	..	..	..	..	18
Tins of Rice/Tapioca	..	..	..	..	..	..	..	..	..	..	..	..	42
Tins of Custard Powder	..	..	..	..	..	..	..	..	..	..	..	..	3
Tins of Beverage	..	..	..	..	..	..	..	..	..	..	..	..	3
Tins of Fruit Juice	..	..	..	..	..	..	..	..	..	..	..	..	98
Tins of Creams	..	..	..	..	..	..	..	..	..	..	..	..	5
Tins of Sponge Pudding	..	..	..	..	..	..	..	..	..	..	..	..	3
Pkt. of Suet	..	..	..	..	..	..	..	..	..	..	..	..	1
Boxes of Chocolate Creams	..	..	..	..	..	..	..	..	..	..	..	..	24
Bacon	..	..	..	..	..	..	..	..	..	..	..	..	4225 $\frac{1}{4}$
Cheese	..	..	..	..	..	..	..	..	..	..	..	..	189 $\frac{3}{4}$

### FROZEN FOOD

498	pkts. of Vegetables
335	pkts. of Meat
126	Chickens
98	blocks of Ice cream
199	pkts. of Mousse
251	Ice creams
453	pkts. of Fish
6 $\frac{1}{2}$	stones Fish
13	Chicken Pies
6	pkts. Roast Dinners
2	Steak and Kidney Pies
7	lbs. Sausage Meat
2	pkts. Trifle
8	pkts. Chocolate Eclairs



Petroleum (Regulations) Acts 1928 and 1936

Licences were issued as follows:-

Petroleum Spirit	149
Carbide Stores	2
Cellulose Stores	3
	<hr/>
	154
	<hr/>

During the year 4 new licences for Petroleum Spirit were issued and 7 discontinued. All premises were inspected, 23 informal notices were served and these were all complied with during the year.

The use of Coltishall disused Railway Station for the transfer of North Sea Gas condensate from the road to rail tankers was continued during the year.

Pet Animals Act 1951

6 registrations were issued by the Council. These were inspected and found satisfactory.

Animal Boarding Establishments Act 1963

9 establishments are licenced by the Council. These were inspected and found to be operated at the required standard.



The  
A N N U A L   R E P O R T  
of the

ENGINEER AND SURVEYOR

R.H. Colver, Chartered Engineer  
M.I.Mun.E., M.I.P.H.E., A.M.B.I.M., A.Inst.W.P.C.

Mr. Chairman, Ladies and Gentlemen:-

I have the honour to present my Annual Report for the year ended 31st December, 1970.

I am pleased to be able to say that in writing this introduction to my report this year I am able to sound a rather happier note than I have been able to in the last two years. On the very last day of 1969 the Council received authority from the Ministry of Housing and Local Government to invite tenders for the Salhouse Sewerage Scheme, originally submitted in November, 1968. In reporting this last year I said that perhaps as the year closes we see a glimmer of better things to come in 1970. In many ways this proved to be the case, and, with some improvement in the national financial situation during the year, one saw a considerable easing of restrictions on capital expenditure for many projects. In addition to the Salhouse Scheme we received, before the end of the year, authority to invite tenders for very much needed sewerage schemes to serve St.Faith's, Spixworth and Rackheath. The result, of course, meant a considerable volume of very hard work in the Department but this is so much more easily accepted when staff are aware that the projects they are working on will be proceeded with immediately.

In the spring of the year the Council's staff were able to move into new office accommodation, and for the first time for many years it was possible for all Departments to come together under the same roof. This has many advantages, not least the benefit to be gained in administrative co-operation between the various Departments. In particular, so far as my own Department was concerned, it was possible to take the opportunity of some re-organisation of staff duties, particularly on the administrative side, and this fact, together with better and larger accommodation, has gone a long way to improve working conditions and relationships in the Department as a whole. The Department's large capital programme of works of sewerage and sewage treatment, together with the continuing growth and development of the District generally, has meant an extremely busy year, and I am most grateful to all members of the staff of my Department for the loyalty and hard work which they have given in carrying out their various duties throughout the year.



During the year one saw the publication of a number of documents which will have a bearing on the future of Local Government. In some cases they must particularly affect the technical work of my own Department. It is difficult to single out any particular aspect, but I feel I must refer briefly to the report published during the year by the Working Party on Sewage Disposal. Undoubtedly the Working Party have done an exceedingly good job, and their report contains a wealth of useful information and comment which is presented in a most readable manner. Unfortunately, however, in my own view there are a number of statements contained in the report which imply an unjustifiable criticism of rural authorities. The recommendation that there should be a deliberate policy to improve rural sanitation, does in my view, and despite subsequent assurances to the contrary, imply that there has been and is no deliberate policy. This surely is just not true. I am reminded of the position in our own district where in 1950 no part of the District had the benefit of a proper foul drainage system. At the end of 1970 75% of the population were provided with main drainage, and with the implementation of your present programme the figure will have risen to 85% by 1975. This sort of achievement, frequently hampered by national restriction, is very typical of the progress that has been made by the majority of rural authorities in the post-war years, and is surely indicative of a deliberate and vigorous policy in this matter. Again the report contains information and comment on the standard of effluent from local authority treatment works. Hereagain, there is evidence to suggest that the record of rural authorities is a good one, and in many cases is considerably better than that of their larger urban and municipal counterparts. My final comment on the report concerns the note of reservation by Mr. Ian Percival, Q.C., M.P. dealing with the future administration, and with which I find myself in considerable sympathy. I quote "One of my reservations relates to size. Whilst I appreciate that there may be many cases where an increase in size would conduce to greater efficiency I do not accept the general proposition that the two go together. On the contrary I should have thought that there were quite enough inefficient monsters at work to disprove that proposition." Setting aside for a moment the singular aspect of sewage disposal there must be many people involved in Local Government at present, and who now await its future re-organisation, who share this point of view. Let it be hoped that those who will finally determine the future pattern will wake up to the dangers before it is too late.

In concluding this introduction to my report, may I once again express my personal appreciation, and that of my staff, for the support of the Public Health Committee and the whole Council throughout the year.



ENGINEER AND SURVEYORS DEPARTMENTS T A F F

ENGINEER AND SURVEYOR	- R.H. COLVER, C.Eng., M.I.Mun.E., M.I.P.H.E., A.M.I.B.M., A.Inst.W.P.C.
DEPUTY ENGINEER AND SURVEYOR	- J.S. BETTRIDGE, F.I.P.H.E.
ASSISTANT ENGINEER AND SURVEYOR	- K.A. BROOKS, F.I.P.H.E.

## ENGINEERING SECTION:

Engineering Assistants	A.R. MINNS P.A. CASHEN (to 29.5.70) R.W. HICKS (from 29.6.70)
Resident Engineer	C. HUNTER
Works Superintendent	D.J. SAUNDERS
Clerk of Works (Permanent)	K. GRANT
Clerk of Works (Temporary)	G.C. BROWN R.B. BANYARD
Maintenance Engineer	E.D. GROUT
Technical Assistant	D.J. BETTS
Junior Technical Assistant	J.D. CORPS
Site Clerk	P. LANGMEAD

## BUILDING CONTROL SECTION:

Senior Building Inspector	R. BARRETT, Mun.B.I.
Building Inspectors	W. KEIGHLEY G.D. HAWKINS
General Assistant	T.C. GARROD

## GENERAL OFFICE:

Senior Clerk	E.G. MOBBS (to 31.3.70)
Senior Administrative Assistant	C.J. BARDWELL (from 1.4.70)
General Assistant	G.A. JOHNSON
Secretary/Shorthand Typist	MISS J.M. HARMAN
Typist/Receptionist	MISS S.J. WRIGHT (to 31.3.70) MISS C. HURREN (from 6.4.70)
Clerical Assistant	MRS. D.M. BROWN (from 1.4.70)

SEWERAGE

The following notes indicate briefly the progress which has been made during the year with the Council's programme for the provision of various Sewerage Schemes.

1. Central Parishes Scheme - Phase One-  
Drayton, Taverham and Horsford

Work on this large scheme, commenced in August 1968, has proceeded most satisfactorily throughout the year. All the work in Drayton and Horsford was completed in December, and it is anticipated the final sections in Taverham will be completed early in the new year. Reference to Appendix 2 indicates that already more than 1,300 properties have been connected to the new sewers in these three parishes.

2. Salhouse Sewerage Scheme

Following the receipt of authority to invite tenders for this scheme work proceeded immediately on the preparation of contract documents, and contract work finally commenced in June. By the end of the year the Contractor had made excellent progress, and it is anticipated that the whole of the Scheme should be completed towards the end of March 1971, approximately 6 months ahead of the original completion date.

3. Central Parishes Sewerage Scheme - Phase Two-  
St. Faith's and Spixworth

Outline proposals for this comprehensive sewerage scheme which will ultimately serve the villages of Spixworth, Horsham and Newton St. Faiths, Frettenham and Hainford were submitted to the Ministry in October 1969, with a request for consent to proceed immediately with the proposals for Spixworth and St. Faith's. Following a local investigation into the proposals by the Ministry, approval to invite tenders was received in November. A great deal of work has already been undertaken on the preparation of final details, and I am hopeful that it will be possible to obtain tenders in time for a start to be made on the work in the Spring of 1971.

4. Rackheath Sewerage Scheme

Outline proposals for the sewerage of this village, together with the construction of a treatment works, were completed during the year and submitted to the Ministry in October. Ministry approval to invite tenders was received in December. Unfortunately co-inciding with the volume of work arising from the schemes for Spixworth and St. Faith's there must inevitably be some delay in the preparation of final drawings and contract documents,

but I am hopeful that it will be possible to invite tenders to enable work to commence in the late summer of 1971.

5. Aylsham - Cawston Road Area

Detailed proposals for the construction of foul sewers and a Pumping Station at Cawston Road, Aylsham were submitted to the Ministry in December, 1969. Following the receipt of Ministry approval contract documents have been prepared and tenders invited. Work commenced in September and was nearing completion at the end of the year.

In addition to these major projects the Department have also been involved during the year in the preparation of proposals for repairs and modifications to the treatment works at Aylsham, and with proposals for the construction of small sewer extensions at Buxton, Reepham and Great Witchingham.

In December the Council's Water Supply and Sewerage Sub-Committee met to consider the future programme and priorities for the provision of main drainage in the District. The principal purpose of this meeting was to review the present five year programme which had been agreed in 1968 and to project this programme forward to 1975. The suggested programme and priorities put forward by this Sub-Committee for the period 1971-75 was approved by the Council. The completion of this programme in 1975 will mean that all principal centres of population within the Rural District will have the benefit of a main drainage system, and a little over 85% of the population of the district will then be served.



WATER SUPPLY

The Council's present statutory area of supply comprises 23 parishes, covering approximately half of the Rural District area, but contains less than 15% of the population and 10% of the rateable value of the District. The remaining part of the District is within the Norwich Corporation area of supply.

Under proposals for the re-organisation of water supply authorities in Norfolk it is proposed that the whole of the District Council's area will form part of the new and extended area of the Norwich Corporation Water Department. It was originally envisaged that this new area of supply would come into being on the 1st April, 1970, but as a result of last minute objections by one of the other District Councils in the proposed new area, the making of the necessary order had to be delayed. Subsequently the order was confirmed with the operative date being 1st April, 1971. This delay has proved advantageous in one respect at least. It was originally felt that, with the shortage of time available, Norwich City Water Department would have had to require some of the existing water supply authorities to continue to maintain their existing installations on a "Caretaker" basis. The subsequent delay of 12 months will enable the City Water Department to expand and develop their organisation sufficiently to avoid any need for such arrangements when the time comes for them to take over next April.

Appendix 3 to this report contains certain detailed information in regard to the Council's present water undertaking, together with details of the number of properties connected in our own area of supply, and also that of Norwich Corporation. It will be seen that the quantity of water supplied during the year again rose fairly substantially. In general our resources proved adequate to meet this increasing demand despite a particularly dry summer which followed an equally dry autumn and winter. It is interesting to note that during the year ground water levels throughout the District were lower than I have seen since coming to Norfolk in 1961. The supply from the Foulsham source did give rise to some concern during the early summer when the level in the bore hole was lower than any previously recorded. For a period of some 48 hours there was a small part of the area supplied from this source where there was a failure of supply for short periods, and for a period of approximately a week it was necessary at certain times of the day to make some reductions in pressure. The problems arose principally from the heavy demand for water from the adjoining Rural District of Mitford and Launditch to whom this Council afford a bulk supply. With the co-operation of the Engineer and Surveyor to the Mitford and Launditch R.D.C. a voluntary request for consumers to conserve the use of water was made in the various villages concerned. The response provided an immediate and fairly substantial reduction in consumption. In consequence it did not prove necessary to impose any formal restrictions during the remainder of the year.



During the year proposals were agreed for the extension of the mains to serve new residential development at Smugglers Lane, Reepham. The work, undertaken by your own outside staff, was commenced in December.

Throughout the year regular samples have been taken from the public mains in the Council's area of supply for bacteriological examination, and in no case has any adverse report been received.

BUILDING CONTROL

During the year 1,980 plans were submitted for Town Planning permission and for approval under the Building Regulations, compared with 1,920 applications in 1969. During the year 458 new dwellings were completed, and at the end of the year 671 new dwellings were in course of erection. These figures compare with 717 dwellings completed in 1969 and 619 in the course of erection at the end of 1969. It is noted that no new Council dwellings were erected or completed during the year. Once again these figures indicate a decrease in the number of new dwellings completed, and this year the decrease is of substantial proportions. Although there were some indications towards the end of the year that the rate of private house building in the District was beginning to improve, one cannot escape the significance of these figures over the last two years. Unless there is some improvement in the position in 1971 there may well be a shortage of residential property available in the foreseeable future.

Although there has been this decrease in the rate of new building in the district the work of building control continues to be a considerable task undertaken by the department. In particular the volume of improvement and extension of existing residential and commercial property continues unabated.

During the year there have been a number of cases where there has been an infringement of the Building Regulations. In general, these cases were dealt with informally and resolved satisfactorily. The Council have, however, authorised proceedings to be taken against one builder in the District who has consistently failed to submit notice of various stages of building work on a private residential development. Arrangements for the taking of this action were nearing completion at the end of the year.

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

During the year 7 new site licences and 23 renewals were issued under the above Act.

There are three major licensed residential sites in the district providing 179 standings as follows:-

The Hall, Stratton Strawless	46
Newtonvan Park, Newton St. Faith	80
Black Hill, Drayton	53
	<hr/>
	179
	<hr/>

In addition there is a licensed holiday site at Haveringland Hall for 100 caravans.

One or two reports have been received during the year regarding residential caravans which have been brought into the District without planning permission and a licence. In general, these cases have been dealt with by informal action and resolved satisfactorily. It is interesting to note that there have been considerably less reports of this nature during the year under review. Fortunately, there has been little problem within the district concerning gypsies during the year, but I am disappointed that it has not yet been possible to reach any agreement with neighbouring local authorities on proposals to establish a permanent caravan site for gypsies within the Norwich area.

MISCELLANEOUS WORKS

During the year the Department have become increasingly involved in various miscellaneous works throughout the district. In addition to the provision of a new gentlemen's toilet block at the Aylsham Public Conveniences and certain works at the Council's Frettenham Depot the Department have become increasingly involved in proposals for street lighting in various parts of the district. In addition to the maintenance, improvement and repair of lighting systems for a number of parishes draft proposals have been prepared during the year for the provision of footpath lighting in the village of Drayton, and it is understood that similar requests are likely to be made for the parishes of Spixworth and Taverham.

With the increasing growth and development of the district generally, and the desire of the population to be provided with more and better services and facilities, it does seem inevitable that the department will be involved in a considerable amount of work which in the past has seldom arisen.



APPENDIX ISTAFF CHANGES IN 1970ARRIVALS - OFFICERS

1st April, 1970	Mr. C.J. Bardwell	Senior Administrative Assistant
1st April, 1970	Mrs. D. Brown	Clerical Assistant
6th April, 1970	Miss C. Hurren	Typist/Receptionist
29th June, 1970	Mr. R. Hicks	Engineering Assistant

DEPARTURES - OFFICERS

31st March, 1970	Mr. E.G. Mobbs	Senior Clerk
31st March, 1970	Miss S. Wright	Clerical Assistant
29th May, 1970	Mr. P. Cashen	Engineering Assistant

ARRIVALS - WORKMEN

27th April, 1970	Mr. C. Groom	Sewage Works Attendant
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DEPARTURES - WORKMEN

14th February, 1970	Mr. J.F. Godfrey	Sewage Works Attendant
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APPENDIX 2SEWERAGE AND SEWAGE TREATMENT

The following table indicates the additional connections to the public sewers which were made during the year:-

	No. of Properties connected	
	During 1970	Total on the Scheme 31st December, 1970.
1. <u>AYLSHAM TREATMENT WORKS</u> AYLSHAM MARSHAM	80 —	1,307 93
2. <u>BELAUGH TREATMENT WORKS</u> BELAUGH COLTISHALL HORSTEAD WROXHAM from SMALLBURGH R.D.C. HOVETON TUNSTEAD	3 26 7 21	35 348 246 423  690 110
3. <u>FOULSHAM</u>	19	175
4. <u>REEPHAM</u> STAGE 1 STAGE 2	5 2	280 115
5. <u>GREAT WITCHINGHAM</u> (part only)	1	75
6. Discharged to <u>NORWICH CITY</u> CATTON and parts of HELLESDON and SPROWSTON DRAYTON (Hurn Road Area) DRAYTON HELLESDON HORSFORD SPROWSTON TAVERHAM	63 — 192 24 98 128 625	1,722 193 517 3,941 98 3,671 743

APPENDIX 3  
WATER SUPPLY

COUNCIL'S AREA OF SUPPLY

Total Area	71.75 sq.miles
Total Population (1961 Census)	6,772
Estimated Population Supplied (1970)	5,250
(1969)	5,140
Length of Main in Service	42 miles (approx.)

The following table represents the total quantity of water supplied from the various sources during 1970 with comparable figures for 1969:-

SOURCE	TOTAL SUPPLIED (GALLONS)	
	1969	1970
SALLE	29,480,000	33,474,300 *
FOULSHAM	22,389,000	25,538,952 $\phi$
OULTON	5,291,000	5,483,229
FELTHORPE	3,248,000	4,014,210
HONINGHAM	1,590,000	1,771,630
HEYDON	1,086,000	1,340,615
RINGLAND	1,513,000	1,471,750
WESTON	713,000	701,000
GUESTWICK	259,000	222,500
WOOD DALLING	575,000	740,880
HAVERINGLAND	2,562,000	1,568,763
TOTAL -	68,706,000	73,327,829
BULK SUPPLIES (To Mitford and Launditch R.D.C.)		
SPARHAM	2,193,000	1,993,681*
BINTREE TOWER	12,619,000	15,161,640 $\phi$
TOTAL -	14,812,000	17,155,321

Include  
bulk  
supplies  
recorded  
below



The following figures indicate the number of properties connected to the mains in the various parishes of the Council's area of supply at the end of the years 1958, 1963 and 1967 - 70.

PARISH	1958	1963	1967	1968	1969	1970
Attlebridge	-	15	18	18	19	20
Booton	10	15	44	44	44	44
Brandiston	-	-	26	26	26	26
Cawston	95	213	284	294	323	335
Felthorpe	12	80	112	113	128	131
Guestwick	-	10	10	10	10	10
Foulsham and Themelthorpe	148	234	269	273	284	291
Heydon	-	-	31	32	33	34
Honingham	-	13	50	50	52	55
Morton-on-the-Hill	-	-	19	19	20	22
Oulton and Blickling	12	46	65	65	66	67
Reepham	178	331	432	457	475	477
Ringland	-	-	46	51	52	53
Salle	20	36	36	36	36	36
Swannington	-	15	45	50	57	61
Weston Longville	13	29	39	42	43	47
Gt. Witchingham	81	126	148	152	157	159
Wood Dalling	5	18	21	21	21	21
TOTAL -	574	1,181	1,695	1,753	1,846	1,889
Connected during year	-	-	82	58	93	43



The following is a list of the parishes in the Norwich Corporation's area of supply, with the number of properties connected at the end of the years, 1965 - 1970:

Parish	1965	1966	1967	1968	1969.	1970
Aylsham	1,135	1,209	1,285	1,401	1,457	1,543
Belaugh	11	11	18	31	41	47
Brampton	38	38	39	40	40	42
Buxton	266	283	292	327	339	357
Catton	811	851	900	*894	1,035	1,130
Coltishall	392	411	422	432	450	470
Crostwick	1	5	8	8	9	10
Drayton	846	866	883	878	881	882
Felthorpe	-	-	-	-	-	1
Frettenham	130	138	150	159	163	171
Hainford	195	206	217	219	227	231
Hellesdon	3,669	3,817	3,929	*4,148	4,173	4,215
Hevingham	243	250	256	251	260	267
Horsford	485	555	580	602	608	630
Horstead	214	219	233	236	264	276
Marsham	216	220	224	219	239	238
Rackheath	454	464	467	468	471	475
St. Faith's	660	676	691	*511	518	516
Salhouse	374	392	397	405	408	410
Spixworth	564	655	692	708	715	717
Sprowston	3,979	4,109	4,278	4,470	4,744	4,892
Stratton Strawless	19	19	44	49	61	67
Taverham	827	901	967	1,004	1,034	1,105
Tuttington	34	40	57	66	72	71
Wroxham	444	447	462	470	484	490
Total -	16,007	16,782	17,491	17,997	18,694	19,253

\* The boundaries of these parishes were altered on 1st April, 1968 by the Norwich Order, 1968.

APPENDIX 4SCHEMES DEALT WITH DURING 1970WATER SUPPLY

REEPHAM	Water main extension Smugglers Lane.	Work commenced December 1970.
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SEWERAGE AND SEWAGE TREATMENT

AYLSHAM	Sewer extension and pumping station to serve existing and proposed development in the Cawston Road of Aylsham.	Ministry approval to invite tenders received. Contract documents prepared. Tenders invited. Contract work commenced September 1970.
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AYLSHAM	Investigations into remedial work required to old filter beds and modifications to screening chamber at the sewage treatment works.	Draft proposals prepared.
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BUXTON	Sewer extension to serve houses in Crown Road and Brook Street to sewage treatment works on private development site.	Detail proposals prepared. Work commenced October 1970.
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CENTRAL PARISHES SEWERAGE SCHEME - PHASE I	Supervision of contract under construction for the provision of a comprehensive sewerage system for Drayton, Taverham and Horsford.	Work on Drayton and Horsford completed December 1970. Contract work on Taverham continued throughout year.
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CENTRAL PARISHES SEWERAGE SCHEME - PHASE II	Comprehensive sewerage scheme to serve, initially, the villages of Horsham and Newton St. Faith and Spixworth, and ultimately to include the villages of Frettenham and Hainford.	Detail proposals prepared. Ministry approval to invite tenders received in November, 1970.
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RACKHEATH	Village sewerage scheme and treatment works.	Outline proposals completed and submitted to Ministry October 1970. Ministry approval to invite tenders received in December, 1970.
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REEPHAM	Sewer extension Smugglers Lane to serve residential development.	Detail proposals prepared. Work commenced December 1970.
SALHOUSE	Village sewerage scheme for Salhouse and part of Rackheath.	Contract documents prepared. Tenders invited. Work commenced June, 1970.
GREAT WITCHINGHAM	Sewer extension to serve residential development.	Detail proposals prepared.

OTHER WORKS

AYLSHAM	New Gentlemen's toilet block. Aylsham public convenience.	Tenders invited. Contract work commenced March 1970. Work completed August, 1970.
DRAYTON	Village Lighting Scheme.	Draft proposals prepared.
FRETtenham DEPOT	Provision of new vehicle inspection pit.	Details prepared. Tenders invited. Work commenced December, 1970.





ST.FAITH'S AND AYLSHAM RURAL DISTRICT COUNCIL

A N N U A L   R E P O R T

of the

HOUSING OFFICER

A.Chris.Gittins  
F.R.S.E., F.I.H.M., A.R.I.C.S., M.A.P.H.I.  
Chartered Surveyor

for the year

- 1970 -

HOUSING COMMITTEE FOR 1970/71

Chairman

Mr. E. W. Trafford

Vice-Chairman

Major J. H. Hackett

Lt. Col. F. C. Atkinson  
Mrs. R. A. Birkbeck  
Mrs. A. J. M. Brereton  
Mr. A. S. Bunn  
Mr. J. W. Burrows  
Rev. A. Carling  
Mr. H. E. S. Cooke  
Mr. P. J. Cranness  
Mr. W. J. Curtis  
Mr. A. V. Doughty  
Mr. W. G. Ewing  
Mr. H. A. Gillett  
Mr. S. E. Gurney  
Mr. T. Harvey (part of year)  
Mr. H. Jones  
Mrs. L. K. Lincoln  
Mr. H. E. Percy  
Mr. W. C. Pert  
Mr. G. P. Price  
Mr. A. Pumphrey  
Mr. C. A. Pye  
Mrs. F. M. Roualle  
Mr. H. J. Rump (part of year)  
Mr. D. W. Smithson  
Mr. R. J. Spraggins  
Mrs. D. Stanway  
Mrs. V. E. Tallowin  
Mr. C. S. Walls

HOUSING MANAGEMENT SUB-COMMITTEE FOR 1970/71

Chairman

Mrs. F. M. Roualle

Vice-Chairman

Mr. R. J. Spraggins

Mr. T. Harvey  
Mrs. L. K. Lincoln  
Mr. H. J. Rump  
Mrs. D. Stanway

Mr. E. W. Trafford     )  
Major J. H. Hackett    )     ex-officio

HOUSING DEPARTMENT ESTABLISHMENT

A.C.GITTINS, F.R.S.H., F.I.H.M., A.R.I.C.S., M.A.P.H.I.  
Housing Officer                      Chartered Surveyor

J.C.HAGGITH, F.G. of S., A.M.R.S.H.  
Deputy Housing Officer

S.C.HANNAH  
Housing Surveyor

MRS.D.EDLEY, A.I.H.M.  
Housing Assistant                      ( from June 1970)

M.G.JACKSON  
Architectural Assistant

S.H.PYCROFT  
Rent Collector/Inspector

L.H.UTTING  
Rent Collector/Inspector

G.K.BAYNES  
Clerk/Rent Collector

MRS.S.D.KEY  
Secretarial Assistant

MRS.J.M.HALL  
General Assistant                      (to August, 1970)

MRS.S.Y.HINDRY  
Clerical Assistant                      (from November, 1970)

D.J.SEWELL  
Clerical Assistant/Trainee

INTRODUCTION

1. I am pleased to present to the Housing Committee my report on the work of the Housing Department in 1970 together with my comments on various points where appropriate. The report follows the line of previous annual reports and one hopes that, taken together, they may provide the details which Council Members may need to keep themselves informed of the Council housing and allied activities over the years.
2. Reference is made to the minor high-lights which occurred in the months of 1970, but probably a major one in the general sense was the issue in February of the White Paper (Cmd.4276) on local government reform. With the change in Government later in the year, however, no progress has been made on that particular set of proposals and we are now considering yet another set. It is perhaps significant, following the combined views of the Associations of County and District Councils, that the latest White Paper (Cmd.4584) proposes a two-tier system.
3. On the question of functions, present indications are that housing is felt to be a suitable (and apparently major) one for district councils, whatever their ultimate size. I can only reiterate the comment in my 1968 Report that, in deciding on a system of housing administration, full weight should be given to the need for providing a service which is adequate and accessible for the consumer. Whilst the size of the authority should provide sufficient resources for experienced and qualified staff, any remoteness arising from such size should be offset by an organisation which is in touch with and responsive to the citizen.



STAFF AND ADMINISTRATION

1. There was one resignation during the year, that of Mrs.J.M. Hall (General Assistant) and Mrs.S.Y.Hindry was appointed to the vacancy.
2. Since June,1969, the post of Housing Assistant had been vacant until, in June,1970, Mrs.D.Edley was appointed to deal with management aspects. The intention behind this was to relieve myself and other members of the Department of management work so as to allow attention to be given to the capital side. With the absence of new building work, it proved possible to complete the backlog of administrative work on a number of contracts to allow final accounts to be prepared and to allow preparation of details for new schemes at Honingham and Wroxham.
3. I was re-elected to the General Council of the Institute of Housing Managers in October and I was pleased to be able to attend the Annual Conference of the Institute together with the Chairman of your Housing Management Sub-Committee. Such occasions provide opportunity for useful discussion and comparison of experience and I therefore value the Council's support in my efforts to foster the rural aspects of housing.
4. The high spot of the year in the administrative section was probably the establishment of the Council's offices and staff in one building. It has since proved advantageous in many respects not least of which are ease of contact with other departments and the improved facilities which we enjoy. Despite the fact that space is somewhat restricted in the Housing Department, the overall improvement has been worth-while.
5. The move to the new offices was not effected without some disturbance but, as far as I am aware, the tenants and applicants who normally visit us were not unduly inconvenienced and the whole procedure was completed without the loss of one housing application!
6. Table 1 on page 5 attempts to give some idea of the attention which was given during the year to various aspects of the Department's work.

TABLE 1

Number of visits in connection with various aspects of the Department's work.

Supervision of new building	111
" " improvements	374
" " roadworks	5
" " external painting	349
" " housing repair work	1435
" " other maintenance work	68
Management (including tenancies, lodger applications, welfare, additions and alterations to property)	715
Investigation of applications, transfers and exchanges	381
Survey and inspection of land	31
Miscellaneous (including mortgage repair inspections)	46
Rent arrears (not including routine collection)	33
Office interviews with tenants, applicants etc.	250

TABLE 2 HOUSING DEMAND

At 31st December																	
APPLICATIONS:	1964	1965	1966			1967			1968			1969			1970		
			A	B	TOTAL	A	B	TOTAL	A	B	TOTAL	A	B	TOTAL	A	B	TOTAL
Aged Persons	131	106	76	52	128	75	86	161	91	93	184	102	123	225	99	135	234
Other	460	545	209	343	552	166	358	524	176	399	575	136	371	507	150	427	577
Total	591	641	285	395	680	241	444	685	267	492	759	238	494	732	249	562	811
HOUSING ACT CLEARANCE CASES	68	59			67			96			46			29			49
Total Demand	659	700			747			781			805			761			860

HOUSING DEMAND

7. As in previous years, the figures relating to housing demand as recorded in the application register and on the housing clearance list are summarised in tabular form on page 5.
8. Category A figures are those which are used in assessing total demand and the demand in the various parishes. This category includes all applicants where there is housing need and which are reported to the Housing Management Sub-Committee when allocation of vacancies is being considered. Category B are those applicants with no urgent current need. These are reviewed at intervals so that the degree of need and the question of transfer to the other category can be considered. The responsibility for keeping the facts on an application up-to-date is placed on the applicant, although reminders are sent periodically for this purpose.
9. There was little change in the total number of aged person applications at the end of the year compared with 1969, but "other" applications in Category A had increased by approximately 17%. Category B applications had increased by 68 compared with 1969 and this has accounted for most of the increase in total applications. Over the years 1965 - 1970, the end-of-year total of applications has increased from 641 to 811 which reflects, in part, the inadequate level of new building.
10. We received 222 new housing applications during the year and 105 were removed for reasons other than rehousing by the Council.
11. The total outstanding clearance cases at the end of the year was 20 more than at the end of 1969. 30 new demolition or closing orders were added to the rehousing list during the year.
12. As far as engaged couples applications were concerned the total was 98 at the end of the year which is an increase of 21 compared with 1969.
13. The average waiting time for all those applicants who were rehoused in 1970 was 3.4 years compared with 4.0 in 1969 and 3.8 in 1968.



REHOUSING AND TENANCIES

14. On page 8, Table 3 gives an account of rehousing activity as far as the main groups of housing need are concerned.
15. Due to the absence of new building any rehousing of clearance cases had to be achieved within the vacancies which became available in existing properties. 10 applicants in unfit dwellings were housed by this means.
16. In addition to the 5 aged person applicants who were rehoused, 9 aged tenants of existing Council properties were moved to smaller dwellings, thus releasing accommodation for families. The policy of creating vacancies by removing single persons or couples to smaller accommodation was continued by the Housing Management Sub-Committee. However, it is always necessary to weigh up carefully the needs of a family applicant against an aged person applicant in deciding how to dispose of vacancies. The total of 33 "other" housing cases rehoused is made up as follows:-

medical reasons	3
sharing accommodation	6
crowding/bedroom deficiency	1
poor accommodation	5
occupying caravans	10
notice to quit/possession order	8

17. Table 4 shows how the work of tenancy creation was dealt with in 1970. Since we had only 48 re-lets to deal with the total number of tenancies is correspondingly less than in previous years.



TABLE 3 REHOUSING

	1960	1961	1962	1963	1964	1965	1966	1967	1968	1969	1970
Aged person cases					22	12	17	19	48	30	5
Possession Order cases					6	3	8	2	3	2	8
Other housing cases					24	20	18	37	19	35	25
Total housing list cases	38	26	50	45	52	35	43	58	70	67	38
Housing Act clearance cases	37	40	47	30	22	14	8	28	31	26	10
Pre-fabs, and other unfit properties (demolished)	-	-	-	-	-	8	-	-	15	16	-
Total rehousing	75	66	97	75	74	57	51	86	116	109	48
Applications removed from list for other reasons	110	116	92	89	107	132	119	106	83	186	105

TABLE 4 - CREATION OF TENANCIES

	1960	1961	1962	1963	1964	1965	1966	1967	1968	1969	1970
Tenancies arising from:											
New building	26	33	58	31	31	24	6	41	60	50	-
Existing vacancies	56	42	48	47	39	37	41	45	56	59	48
Transfers	11	4	13	12	13	13	15	19	46	22	20
Exchanges	11	13	10	5	14	15	8	9	8	5	5
Grant to successor of original tenant	36	33	26	31	55	33	41	40	41	39	46
Total	140	125	155	126	152	122	111	154	211	175	119

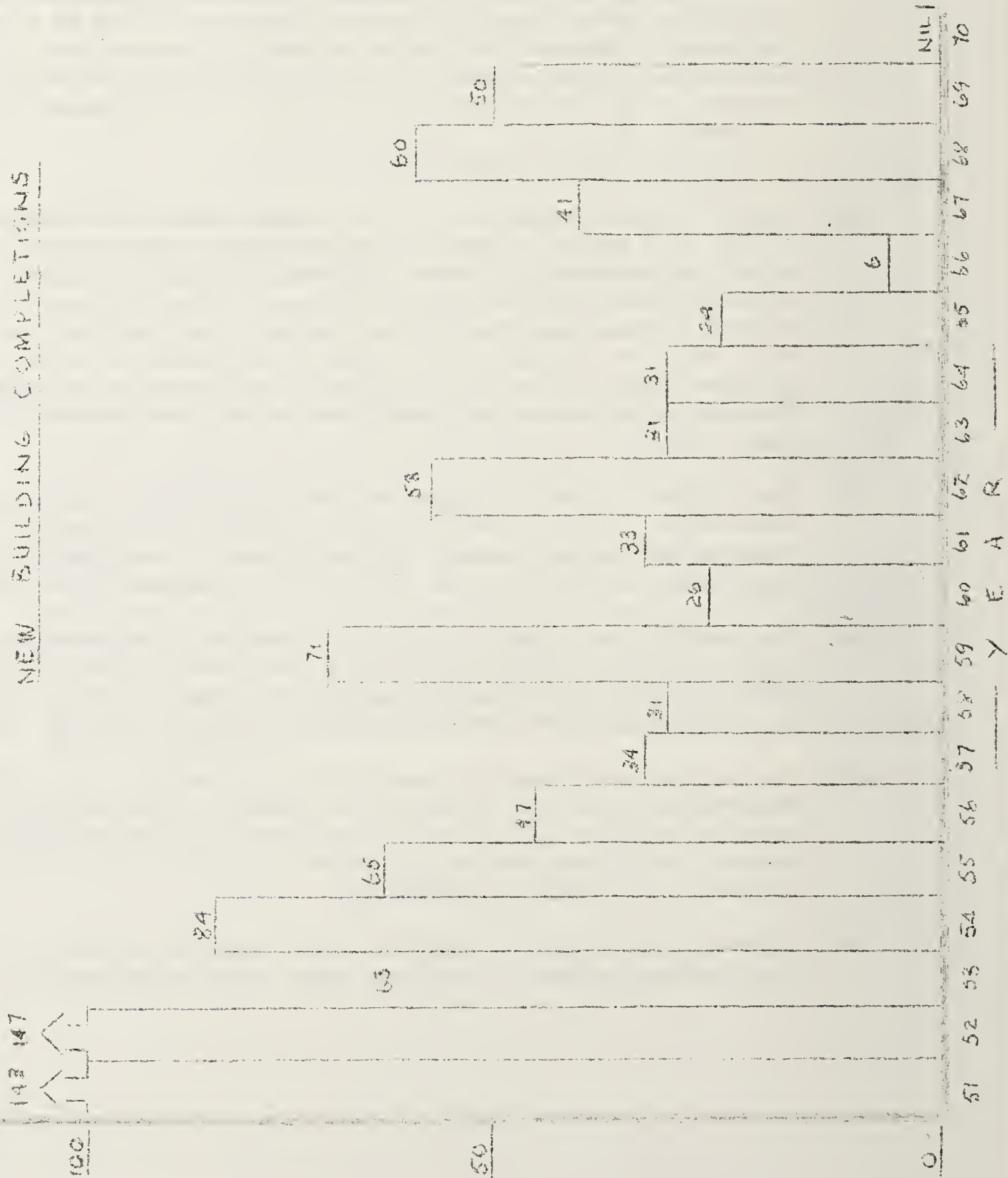
NEW BUILDING

18. As forecast in last year's report, I have to confirm regretfully that there were no new building completions in 1970.
19. It may be recalled that in October, 1969, the Housing Committee deferred progress on building pending a rent review which took place in January, 1970. Largely arising from the staff position (see para.2 on page 4) it was not until the latter part of 1970 that it became possible to finalise the details for Honingham and Wroxham. At the time of writing, the construction of 6 dwellings at Honingham and 22 dwellings at Wroxham is well in hand.
20. A start on Wroxham was delayed following the high tender figure which necessitated a review of the heating arrangements for the grouped homes scheme. It was unfortunate that an eminently desirable heating arrangement from the point of view of old people had to be deleted, but this does highlight one of the problems of meeting the needs of the aged whilst at the same time complying with other design and financial requirements.
21. Apart from this set-back, it has so far proved possible to keep within the housing cost yardstick on all our schemes and still provide accommodation to Parker-Morris standard. The average cost (excluding land) of a one-bedroom (2 person) bungalow on the two contracts entered into was £2690.
22. The basic financial burden arising from building will be kept to a minimum so long as we are able to concentrate on providing small units and to utilise existing land and services wherever possible. Similarly, contract prices are likely to be smaller per unit in schemes involving larger numbers of dwellings. These factors are borne in mind by the Housing Committee (and the Sites and Buildings Sub-Committee) when considering the programme for new building.

23. There is no doubt that before very long the Council will need to buy more land in some parishes at considerably higher prices than have been paid in the past. The purchase from the Norfolk County Council of land at Keys Hill, Wroxham was first-hand evidence of this need. Meantime, it behoves us to make maximum use of existing land, especially when developing sites adjacent to pre-war and early post-war housing. It is difficult to state a density which should apply in all cases, but allowing for a reasonable space about dwellings, it should be possible to develop on rural sites at densities between 25 and 30 bed-spaces per acre. Although there will no doubt be exceptions on particular sites where higher densities must be resorted to for various reasons, I feel that high density low-rise development is likely to provide us with the living problems of the future and should be avoided wherever possible.
24. Parallel with the need to use existing Council land economically is the need wherever possible to redevelop sites within villages where the opportunity arises following clearance of unfit houses. Especially in parishes where the Council owns little or no land it would make sense from a redevelopment point of view to deal with these as clearance areas under the Housing Acts or at least to investigate the potential of each site where unified development appears desirable so that negotiations with owners could be undertaken.
25. The diagram on page 11 gives the annual building completions since 1951. It is hoped that the political and financial atmosphere will not prevent the programme recently agreed from proceeding and showing some improvement over the 1970 performance.
26. The housing cost yardstick regional variation was raised for this area in April from 6% to 11% but it remains to be seen whether these increases are adequate in their timing to obviate the need to use the 10% (non-subsidised) tolerance in many cases.
27. The revised standards for housing for old people with warden supervision came into operation in October. The general effect appears to be to allow for full communal facilities only in schemes comprising grouped flatlets. In urban parishes this may well be a desirable approach.
28. Recphan Housing Trust added one more bungalow to their development for disabled people at Sun Barn Walk, thus completing their site.



NEW BUILDING COMPLETIONS





Housing Stock

29. With no additions by way of new building, the total number of dwellings owned by the Council was 2123. Table 5 gives the break-down of this total into ages and types.

TABLE 5 - HOUSING STOCK

	<u>Houses</u>	<u>Bungalows</u>	<u>Flats</u>	<u>Total</u>
Pre-war dwellings	532	21	4	557
Prefabricated bungalows	-	55	-	55
Post-war dwellings:				
(i) Non-traditional	92	-	-	92
(ii) traditional	706	607	80	1393
Temporary (war-time) dwellings	-	7	-	7
Purchased dwellings:				
(i) permanent	13	5	-	18
(ii) temporary	1	-	-	1
	<hr/>	<hr/>	<hr/>	<hr/>
	1344	637	84	2123
	<hr/>	<hr/>	<hr/>	<hr/>

Car Accommodation

30. There was no change in the number of garages and parking spaces which at 31st December stood at 65 garages and 97 hard-standings. Most of the latter form the bases on which tenants erect their own garages if they so desire. Such provision improves the appearance of an estate by reducing the amount of long-term parking on roads and open spaces. The current work load unfortunately prevents improvement of car accommodation on most existing estates, but every opportunity is taken to cater for this demand when new building takes place on or near to these estates.

Commercial Premises

31. The Council has provided 2 shops - one at Aylsham and one at Weston Longville. The assignment of the lease to a new proprietor of the Aylsham shop was agreed during the year. The lease of the storage premises at Sir Edward Stracey Road, Rackheath, to a general haulage firm continued in force.

IMPROVEMENTS

32. Whilst a considerable amount of work was done during the year to finish off contracts started in 1969 and to finalise outstanding accounts, new improvements were commenced on six dwellings only. Improvements on 50 dwellings were completed during the year as follows:-

Aylsham	(Hungate Street)	44
Weston Longville	(Rectory Road)	2
Alderford	(Norwich Road)	2
Little Witchingham	(Norwich Road)	2

Each of the pairs of dwellings listed above required a separate bore well water supply and a separate sewage disposal unit. It is hoped that these six will be the last to require on-site services and that all other outstanding improvements will be covered by mains services.

33. Of the 86 remaining unimproved houses, 66 are awaiting village sewerage schemes (Cawston, Felthorpe, Hevingham and Salhouse). As far as the other 20 are concerned it is intended at present that those at Hainford will be served by augmenting the existing treatment works and those at Horstead by connecting to existing mains if economically possible.
34. Table 6 compares annual totals of dwellings improved since 1954.

TABLE 6 - IMPROVEMENT COMPLETIONS

1954	1955	1956	1957	1958	1959	1960	1961	1962	1963	1964
32	-	-	28	28	-	24	22	54	-	34

1965	1966	1967	1968	1969	1970
32	38	27	33	78	50

Amenities and Services

35. Arising from the improvement work mentioned above and from the activity of the Engineer's Department in provision of main sewerage in Taverham and Horsford, it was possible to abolish certain shallow wells and pail closets and to give main sewer connections to dwellings previously served by cesspools etc.

36. The position at 31st December in respect of amenities and services to Council dwellings is given in Table 7.

TABLE 7 - AMENITIES AND SERVICES IN COUNCIL DWELLINGS

Main water supply and main sewerage	1438
Main water supply and site sewage disposal scheme	478
Main water supply and cesspool drainage	118
Main water supply and pail closets	34
Site water supply (bore) and site sewerage disposal scheme	46
Site water supply (bore) and pail closets	8
Well water supply and pail closets	3



MAINTENANCE

37. 4115 orders were issued on private contractors for repairs to Council properties.
38. The following figures (from the Treasurer's Abstract of Accounts) give an idea of the trend - inevitably upwards - in expenditure on maintenance over the last seven years:-

<u>Financial Year</u>	<u>Total expenditure to nearest £100</u>	<u>Average per dwelling to nearest 1/-d</u>
1963 - 64	£22400	£ 11. 9.
1964 - 65	£27200	£ 13.14.
1965 - 66	£27100	£ 11.19.
1966 - 67	£23200	£ 11. 8.
1967 - 68	£29600	£ 14.10.
1968 - 69	£25900	£ 12. 6.
1969 - 70	£41300	£ 19. 9.

(The figures include administrative on-costs).

39. The reduction in 1968 - 9 arises from the fact that no external painting work was carried out in 1968. Expenditure on repairs, excluding painting, increased by about £3600 compared with the financial year 1968 - 69. The greater part of the increased expenditure in 1969 - 70 is, therefore, accounted for by the fact that we painted a greater than average number of dwellings in 1969, resulting in costs about twice the average figure for painting work.

External Painting

40. A total of 415 dwellings was painted externally in 1970. The average cost was £20. 0. 0. per house and £11. 5. 0. per bungalow.

Housing Sewage Disposal

41. By the end of the year there were in existence 56 small schemes dealing with Council House drainage. Of these, 11 comprise septic tanks with gravity filters and these are maintained by the Engineer's Department. The remaining 45 schemes rely on sub-soil irrigation for disposal of effluent and de-sludging is carried out by the Public Health Department. There are also 38 cesspools in existence and the emptying of these is also carried out by the Public Health Department.
42. Drainage to the Nash Road estate at Felthorpe was improved by the provision of extra effluent disposal drains.



Housing Water Supply

43. There are 8 water supply systems which rely on a bore well and 3 of these supply a number of private properties in addition to Council dwellings. At the time of writing it appears that only three of these will continue in the Council's control after the reorganisation of the Norwich water supply undertaking in April.

## GENERAL AND ESTATE MANAGEMENT

### Tenancy Control

44. One notice to quit was served and subsequently possession of the house was obtained on grounds of rent arrears and a generally unsatisfactory tenancy.
45. The Council supported me in the prosecution of the son of one of their tenants following assault by him in the course of my duties. The prosecution resulted in a conviction.

### Distress for Rent

46. Action by the Bailiff to distrain for rent owing was taken in 10 instances covering a total of £208. All but approximately £28 of this had been recovered or paid by the tenant by the end of the year and the balance was paid early in 1971.
47. Action under this heading is authorised by the Housing Management Sub-Committee after considering the details of each case. Distress for rent may appear to be out of touch with modern landlord/tenant relationships, but until some other form of legal debt recovery with possible attachment of earnings is evolved, in many cases it is the only effective means which does not take up an undue amount of time and expense. The other alternative, notice to quit, would very likely create a bigger problem than the one which it is intended to solve.

### Sale of Houses

48. Following receipt of Ministry of Housing and Local Government Circular 54/70, the publicity given to the possible purchase by tenants of their houses resulted in 14 applications for consideration of conditions, price etc. The District Valuer was asked to report but no actual sales had taken place by the end of the year.

### Housing Advisory Service

49. Following the heightened interest in the development of advisory services, the Rural District Councils' Association issued an advisory booklet containing much useful information on many aspects of house tenancy and ownership. Whilst the need for a single avenue of information to the public is desirable, it is difficult to see how this may be achieved by a rural district council with a case load which is probably small and scattered. One answer might be to have a form of mobile exhibition/information room which could visit the larger parishes.

Land

50. The total area of undeveloped land owned by the Council is approximately 73 acres. All unused land is let for cultivation or grazing wherever it is possible to arrange this.
51. A piece of land on School Lane, Burgh was leased to the Parish Council as a playground.  
A small area of land off Glebe Way, Horstead was sold to adjoining owners to provide them with extended gardens and to settle a boundary question which had existed for many years. Discussion took place with Norfolk County Council on the transfer and exchange of land at Buxton to allow the building of another school, but no transaction had materialised at the end of the year.
52. Formal negotiations were pursued for the purchase of land from three owners to enable development of an area off Yelverton Close, Hellesdon. It proved impossible for the District valuer to agree a price and the idea was shelved. There is no doubt that at some future date the question should be re-opened to ensure that the development potential of all the land is realised.

RENTS AND CHARGES

53. The following Table gives an account of the rent arrears position at the end of each financial year. Whilst the figure for 1969/70 is higher than for previous years, it still reflects favourably on the work of the staff involved in rent collection.

1960	1961	1962	1963	1964	1965	1966	1967	1968	1969	1970
£221	£245	£227	£266	£245	£104	£113	£215	£144	£168	£415

The figure of £415 is approximately 0.13% of the total rent collectable for that financial year.

54. As from 1st January, 1970, local authority housing rents became subject to the Rent (Control of Increases) Act, 1969 which was an extension of the interim control provided in the Prices and Incomes Act, 1968. The local authority associations agreed certain guide lines with the Minister of Housing and Local Government (Circular 1/70) to cover rent increases in the period up to 30th June, 1971. Within this policy the Council in January agreed to increase the standard rents of all dwellings by 4% with effect from 29th June.
55. Whilst considering the question of rent income, the special Sub-Committee set up for the purpose also gave preliminary thought to other aspects of housing finance. At a later meeting in November, the Sub-Committee recommended with effect from April, 1971 -
- (a) a charge of £1 per week on each lodger permission
  - (b) a charge for communal TV/radio aerial facility of 1/- per week
  - (c) cessation of the tenancy deposit
  - (d) alterations in charges for garage and car spaces

and these recommendations were accepted by the Housing Committee and the Council. At the same time, a revised method of rental valuation of Council dwellings was agreed. It appears that this will not need to be implemented in order to secure increased rent income before 1972 since capital expenditure was less than anticipated following the absence of building in 1970.



56. Reference has been made to the recovery of rent arrears in some cases by the levy of distress. This was a successful measure and was supplemented by arrangements in other cases with the Department of Health and Social Security for payment of rent by tenants in receipt of benefits from the Department. In two cases the Department agreed to direct payment of benefit to this Council.

#### Rebates

57. In considering housing finance, the special Sub-Committee agreed to review the existing rent rebate scheme when the officers have formulated recommendations. The Government have indicated that rent rebates may be more widely applied when their housing policy intentions are announced and this may affect the form of any new rebate scheme which this Council decides to implement.
58. In November, Department of the Environment Circular 3/70 announced arrangements for rationalising the payment of rent rebates with the payment of supplementary benefits. These arrangements were the result of a working party representing local authorities, the former Ministry and the Department of Health and Social Security and have been accepted by the local authority associations. Briefly, the arrangements involve the local authority in refunding to the Department a sum which represents a proportion of Exchequer subsidy expended on rent rebates. The arrangements will not apply to this Council on the present level of rebates and rate fund contribution, but their existence will need to be allowed for in reviewing the rebate scheme.

#### CONCLUSION

Once again I should like to pay tribute to the staff of the Department for their work during the year, especially at times when the establishment was not complete or when sickness created gaps in the work.

I wish also to thank my fellow officers for their help and co-operation in matters of mutual concern and to record my appreciation of the support given by the Chairman and Members of the Council and its Committees in the various aspects of the Council's housing activities. It is not always easy to reconcile the technical and administrative sides of the work with the (frequently personal) needs of applicants and tenants who look to us for help. I consider that this balance was maintained successfully within the resources which were available during the year.

A. CHRIS. GITTINS,  
Housing Officer.

June, 1971.





